INSTRUCTIONS FOR COMPLETING THE LONG TERM 1-ENHANCED SURFACE WATER TREATMENT RULE (LT1-ESWTR) DATA RECORDING FORMS

NOTE: The **BOLDED** section and subsection letters and numbers correspond to the LT1-ESWTR Summary Form. The *italicized* and *underlined* titles refer to the individual recording forms. Information recorded daily on these forms will be calculated at the end of each month and transferred the LT1-ESWTR Summary Form. The numbers under each form title (on this document) correspond to the numbers within parenthesis on the respective data recording forms.

Section A Subsection 1 *Combined Effluent Turbidity*

1. Identify the filtration technology used as follows: C (conventional = coagulation, flocculation, sedimentation, filtration); D (direct = coagulation, filtration, no sedimentation); SS (slow sand); DE (diatomaceous earth), ME (Membrane); or OTHER (specify).

2. For compliance purposes, systems may monitor plant reservoir effluent, clearwell effluent, or combined filter effluent. Identify combined filter turbidity sampling location as follows:

   PRE = plant reservoir effluent (all filters contribute to a common reservoir).
   PRE-FILTER NOS. (specify) = plant reservoir effluent (covers only certain filters).

   CE = clearwell effluent (all filters contribute to a common clearwell).
   CE-FILTER NOS. (specify) = combined filter effluent (covers only certain filters).

   CFE = combined filter effluent prior to clearwell entry (covers all filters)
   CFE-FILTER NOS. = (specify) combined filter effluent prior to clearwell entry (covers only certain filters).

   Systems choosing to monitor PRE or CE need sample only one location if the effluent from all filters contributes to a common plant reservoir or clearwell. Likewise, systems choosing to monitor CFE need sample from only one location if the effluent from all filters contributes to a common line prior to clearwell entry. Please remember that the sampling tap must be located on the common line downstream of all individual filter effluent lines. If it is not, multiple monitoring sites will be required.

3. Systems that operate continuously may monitor filtered water turbidity by grab sample or utilize continuous monitoring-recording equipment. Continuous recording is recommended but not required for monitoring of PRE, CE, and CFE. Continuous operation means nonstop operation (for any number of hours up to and including 24 hours) with no sporadic or intermittent operation during any part of the day based strictly on demand. Systems conducting grab sample monitoring must measure the finished water turbidity every 4 hours that the plant is in operation.

   Systems utilizing continuous monitoring-recording equipment must report the actual reading (from the continuous monitor or recorder) every 4 hours that the plant is in operation

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   Note: A system that uses membrane technology has the latitude to select a statistical method that it determines to be appropriate when collecting integrity monitoring data (particle counters, particle monitors, turdidimeters etc.) at much more frequent intervals than once every 15 minutes (see EPA Membrane Filtration Guidance Manual Appendix A - Development of a Comprehensive Integrity Verification Program). The system must indicate in writing which statistical method it will use for determining compliance with this rule.

   All systems that operate continuously, regardless of the monitoring method, must measure (or read) and report the final filtered water turbidity just prior to plant shutdown. This final turbidity reading is not required if shutdown occurs within 30 minutes after a 4-hour reading.

   Systems that operate intermittently (i.e., sporadically during any part of the day based on demand) must continuously monitor and record the filtered water turbidity. Remember, continuous recording is required in this situation. Such systems must report the actual reading (from the continuous recorder) every 4 hours that the plant is in operation. The closest reading (in time) to the required 4-hour reading must be reported for each 4-hour interval that the plant did not run continuously.

All systems utilizing continuous monitoring equipment must calibrate the continuous turbidity monitor(s) at least once per week according to the methods for the measurement of turbidity (USEPA 1999). ***For more information, see the Department's general policy regarding the calibration of turbidimeters and chlorine residual monitoring equipment for the Safe Drinking Water Act's Surface Water Treatment Rule.***

Record the time of day under the appropriate time slot that the filtered water turbidity was measured or read from the continuous monitor or recorder. Include an "-F" after the time for final turbidity readings just prior to plant shutdown (i.e., 5:00-F). Shutdown readings may be recorded in the next available time slot as long as an "-F" follows the time for clarity (i.e., if 4-hour and shutdown readings are taken at 4:15 PM and 7:00 PM, respectively, record the 4-hour reading under the 4 PM to 8 PM slot and the shutdown reading, 7:00-F, under the 8 PM to 12:00 M time slot). If a plant did not operate during the 4-hour interval, record "NO" for no operation under the appropriate time slot. For clarity, include a zero in front of the decimal point for all turbidity readings less than 1.0 NTU (i.e., 0.5, 0.4, etc.). Each turbidity reading must be followed (in the space provided) by the initials of the person who performed the measurement.

4. Record the total number of turbidity measurements required to be taken during each day of operation.

5. For each day of operation, record the total number of turbidity measurements that were less than or equal to 0.3 NTU if conventional, direct filtration or membrane technology is used, or 1 NTU if slow sand, diatomaceous earth filtration, or alternate filtration technology approved by the Department is used. At least 95% of the measurements taken each month must be less than or equal to the applicable limit. The Department may specify alternate turbidity limits, in which case the number of turbidity measurements meeting these limits must be recorded.

   Record the applicable turbidity limit allowed for the type of filtration technology used by your water treatment plant on the LT1-ESWTR Summary Form **Section A, subsection 1** *(Combined Effluent Turbidity)* line 1.

   Record the number of CE turbidity reading that were required of your system based on monthly operations on the LT1-ESWTR Summary Form **Section A, subsection 1** *(Combined Effluent Turbidity)* line 2.

   The calculation at the bottom of the *Combined Effluent Turbidity* recording form must be performed monthly for each monitoring site. The calculation is performed as follows:

   - For the entire month, determine the total number of turbidity measurements that were taken (add up column entitled No. of Daily Turbidity Measurments). **This number equals A.** Transfer this number onto the LT1-ESWTR Summary Form **Section A, subsection 1** *(Combined Effluent Turbidity)* line 3.

   - For the entire month, determine the total number of turbidity measurements taken that were less than or equal to the limit specified for the technology used (add up column entitled No. of Daily Turbidity Measurements That are Less than or Equal to Specified Limits). **This number equals B**.

   - Divide B by A and multiply the result by 100 to determine the percentage of turbidity measurements for the month that did not exceed the specified limit. Transfer this result onto the LT1-ESWTR Summary Form **Section A, subsection 1** (*Combined Effluent Turbidity)* line 4.

6. Based on grab sample measurements, or actual readings from the continuous monitor or recorder, record the total number of turbidity measurements that exceed 1 NTU during each day of operation and their values if conventional, direct filtration or membrane technology is used. At the end of each month, add the numbers in this column and transfer the sum to LT1-ESWTR Summary Form **Section A, subsection 1** (*Combined Effluent Turbidity)* line 5.

If more than one exceedance occurs on a given day, the number of exceedances and their values must be recorded (i.e., 1=5.2, or 2=5.1, & 5.6, etc.). Enter these values onto the LT1-ESWTR Summary Form **Section A, subsection 1** *(Combined Effluent Turbidity*) Exceedance of Maximum Turbidity Limit box. If no exceedances occurred during the month, write NONE in the box.

- Systems using conventional, direct filtration or membrane technology must contact the Division of Municipal Facilities as soon as possible, but no later than the end of the next business day, whenever the turbidity of the finished water **EXCEEDS 1 NTU** for systems.

- Systems using slow sand, diatomaceous earth or alternative filtration technologies approved by this Department must contact the Division of Municipal Facilities as soon as possible, but no later than the end of the next business day, whenever the turbidity of the finished water **EXCEEDS 5 NTU.**

- The **single highest** CE turbidity reading that was recorded at your plant during the month must be recorded on the LT1-ESWTR Summary Form **Section A, subsection 1** (*Combined Effluent Turbidity)* line 6.

Section A Subsection 2 *Individual Unit Monitoring Data Summary Form*

1. Individual filter turbidimeters that operate continuously, must be calibrated weekly in strict accordance with the manufacturer's instructions using EPA-approved primary standards or calibration modules (see general policy for the Calibration Requirements of Turbidimeters Under the Surface Water Treatment Rule). Circle whether or not turbidimeters were calibrated weekly during the month.

2. The person(s) responsible for checking individual filter data during the month from strip charts or computer readouts should be the same person who fills out the ESWTR monthly compliance forms.

3. The maximum TMP is outlined in the Department's acceptability letter sent to each system that utilizes membrane technology, along with log removal values for Giardia, Cryptosporidium and viruses. The reported TMP is determined by the pressure on the feed side of the membrane minus the filtrate pressure (commonly called backpressure). The highest measured TMP during daily operations, is the reading that **must** be reported on this form.

   If the reported TMP is less than the maximum allowable TMP, then the system is in compliance with the log removal credits granted by this department for Giardia ,Cryptosporidium and viruses. However, if the reported TMP is greater than the maximum allowable TMP, the system is out of compliance with these log removal values and a Direct Integrity Test must be preformed on the unit. Use the daily information to answer the questions on the LT1-ESWRT Summary Form **Section A, subsection 2** *(Individual Unit Monitoring Data)* line 1.

4. The critical flux rate (or operational flux rate) is also outlined in the Department's acceptability letter referenced above, along with log removal values for Giardia, Cryptosporidium and viruses, and is measured in gallons per square foot per day (gsfd). The reported flux rate is determined by filtrate flow per unit of area. The highest measured flux rate during daily operations, is the reading that **must** be reported on this form.

   If the reported flux rate is less than the critical flux rate, then the system is in compliance with the log removal credits granted by this department for Giardia ,Cryptosporidium and viruses. However, if the reported flux rate is greater than the critical flux rate, the system is out of compliance with these log removal values and a Direct Integrity Test must be preformed on the unit. Use the daily information to answer the questions on the LT1-ESWRT Summary Form **Section A, subsection 2** *(Individual Unit Monitoring Data)* line 2.

5. Direct integrity testing **must** be performed once each day, with the operator present, during the first 10-15 minutes after each membrane is placed back into service at plant startup, and after any routine/emergency maintenance (outlined in the Department's acceptability letter). DIT parameters are set forth in the Implementation Manual for the use of Hollow Fiber, Micro Filtration and Ultra Filtration Technology to satisfy Pathogen and Turbidity Removal Requirements under the Safe Drinking Water Act issued by The North Dakota Department of Health (Sep 7, 2006).

   A satisfactory test results when the starting pressure minus the ending pressure, divided by the duration of the test, is less than or equal to the system's upper control level for a DIT. This upper control level is to be provided to this department in the systems Comprehensive Integrity Verification Program 30 days prior to plant start up. A yes or no answer to the question on the form will suffice. Use the daily information to answer the questions on the LT1-ESWRT Summary Form **Section A, subsection 2** *(Individual Unit Monitoring Data)* line 3.

6. For each day that the system's filter ro waste capabilities were utilized, answer yes in the box that corresponds with appropriate date. Use the daily information to answer the questions on the LT1-ESWRT Summary Form **Section A, subsection 2** *(Individual Unit Monitoring Data)* line 4.

7. Each month a system must summarize all DIT's which were triggered during operation. In the box marked for DIT summaries, list the date(s), membrane serial number(s) of module(s), and the event that triggered the test. The triggers are: indirect monitoring were two turbidity readings taken in fifteen minutes are greater than 0.15 NTU, exceedance of TMP, exceedance of critical flux, any other alarm or condition that causes a plant shut down.

8. Each month a system must summarize all diagnostic testing where an integrity breach was detected from the results of a DIT. In the box marked for diagnostic test summaries, list date(s) serial number(s) of module(s) and type of diagnostic test used. Types of tests are: visual inspection, bubble testing, sonic testing, conductivity profiling and single module testing.

9. Each month a system must summarize all module repairs and replacements that have taken place. In the box marked module repairs or replacements, list date(s) serial number(s) of module(s) and what type of repair was made. Types of repairs are: pinning of broken fibers, repairs to module seals and replacement of modules. If a module is replaced, the serial number of the module it has benn replaced with should be noted.

Section A Subsection 3 *Total Organic Carbon (TOC) Monitoring Data*

Public Water Systems that utilize conventional treatment (see **Section 1** *Combined Filter Effluent Turbidity* Instructions for Completing the LT1-ESWTR Data Recording Forms) must meet TOC ratio removal requirements to be in compliance with the Stage 1 Disinfectants and Disinfection Byproducts Rule.

To qualify for reduced monitoring, a system must meet one of the following conditions:

1. Average treated water TOC must be less 2.0 mg/L for two consecutive years.
2. Average treated water TOC must be less 1.0 mg/L for one year.

If your system meets one of the above stated conditions, circle yes on the LT1-ESWTR Summary Form **Section A, subsection 3** *(TOC Monitoring Data)* line 1. If a system does qualify for reduced TOC monitoring, quarterly TOC sampling by the system will still be required and lines 2,3 and 4 filled out.

If the answer in no, or you need to do quarterly TOC sampling, than transfer (from the TOC removal worksheet) the required TOC removal (column D), the actual TOC removed by the plant (column E), and the ratio removed to required TOC removal (column F) information to LT1-ESWTR Summary Form **Section A, subsection 3** *(TOC Monitoring Data)* lines 2, 3 & 4.

Section A Subsection 4 *Point-Of-Entry Disinfectant Residual Monitoring Data*

NOTE: LT1-ESWTR Summary Form **Section A, subsection 4** *(Point-Of-Entry Disinfectant Residual Monitoring Data)* must be completed monthly, for ***EACH*** point-of-entry disinfectant residual monitoring site.

1. Disinfectant residual measurements must be taken of the water entering the distribution system (i.e., clearwell or plant reservoir effluent). Only one monitoring point is required if all of the filtered water, following final disinfection, is combined and contributes to a common clearwell or plant reservoir. If not, multiple monitoring sites will be required.

2. Specify the type of final disinfectant used (i.e., chlorine, chlorine/ammonia, etc.) LT1-ESWTR - Summary Form **Section A, subsection 4** *(POE Disinfectant Residual Monitoring Data)* line 1.

3. Systems serving more than 3,300 persons **must** continuously monitor and record the point-of-entry disinfectant residual concentration. Such systems must report the actual disinfectant residual reading from the continuous recorder every 4 hours that the plant is in operation. The actual reading closest (in time) to the required 4-hour reading must be reported for any 4-hour interval that the plant did not run continuously.

   Systems serving 3,300 or fewer persons that operate continuously may monitor the point-of-entry disinfectant residual concentration by grab sampling or utilize continuous monitoring-recording equipment. Systems conducting grab sample monitoring must measure the point-of-entry-disinfectant residual concentration every 4 hours that the plant is in operation. Systems utilizing continuous monitoring-recording equipment must report the actual reading (from the continuous recorder) every 4 hours that the plant is in operation. All systems that operate continuously, regardless of the monitoring method, **must** measure (or read) and report the final disinfectant residual concentration just prior to shutdown. This final reading is not required if shutdown occurs within 30 minutes after a required 4-hour reading.

   Systems serving 3,300 or fewer persons that operate intermittently **must** continuously monitor and record the point-of-entry disinfectant residual concentration. Such systems must report the actual reading from the continuous recorder every 4 hours that the plant is in operation. The closest reading (in time) to the required 4-hour reading must be reported for each 4-hour interval that the plant did not run continuously.

   All systems that utilize continuous monitoring-recording equipment (for monitoring the point-of-entry disinfectant residual concentration) must calibrate the equipment on a regular basis as recommended by the manufacturer. For more information, see the Department's general policy regarding the calibration of turbidimeters and chlorine residual monitoring equipment for the Safe Drinking Water Act's Surface Water Treatment Rule.

   If there is a failure in the continuous monitoring-recording equipment, grab sampling may be conducted every 4 hours for up to 5 days following the equipment failure. Failure to use continuous monitoring-recording equipment after the 5-day period (if use of such equipment is required) constitutes a monitoring violation for which public notification is required.

   Record the time of day under the appropriate time slot that the point-of-entry disinfectant residual concentration was measured (or read from the continuous recorder). Include an "-F" after final point-of-entry disinfectant residual concentration readings just prior to plant shutdown (i.e., 5:00 - F). As with turbidity, shutdown readings may be recorded in the next available time slot as long as an "-F" follows the time for clarity (i.e., if 4-hour and shutdown readings are taken at 4:15 PM and 7:00 PM, respectively, record the 4-hour reading under the 4 PM to 8 PM time slot and the shutdown reading, 7:00-F, under the 8 PM to 12:00 M time slot). If the plant did not operate during the 4-hour interval, record "NO" for no operation under the appropriate time slot. For clarity, include a zero in front of the decimal point for all residual readings less than 1.0 mg/L. Each point-of-entry disinfectant residual concentration reading must be followed (in the space provided) by the initials of the person who performed the measurement.

4. For each day of operation, record the lowest point-of-entry disinfectant residual concentration based on the actual readings from the continuous recorder or grab sample measurement, whichever applies.

5. For each day of operation, record the duration of each event that the point-of-entry disinfectant residual concentration was less than 0.2 mg/L.

   All systems must report the duration (in hours) of each low-residual event based on the actual readings from the continuous recorder or the grab sample measurement (whichever applies). All durations that exceed a whole number must be preceded by a greater than (>) sign. A duration of 4 hours and 20 minutes would be reported as > 4 hours. If more than one event occurs on a given day, the number and duration of each event must be reported (i.e., No. 1 = > 3 hours, No. 2 = > 4 hours, etc.).

   Systems monitoring by grab sample must report the duration of each low-residual event based upon the results of the 4-hour and final measurements as follows:

   - Report "0" if all measurements are greater than or equal to 0.2 mg/L.
   - Report " < 4 hours" if only one measurement is less than 0.2 mg/L.
   - Report "> (insert No. of hours) hours" if two or more consecutive measurements are less than 0.2mg/L. The number of hours to be inserted equals the number of continuous hours between the first and last measurements that were less than 0.2 mg/L.

     Example 1: A water treatment plant operates continuously for 9 hours a certain day (8:00 AM-5:00 PM). The 4-hour, 8-hour, and final grab sample readings were 12:00 noon = 0.1mg/L, 4:00 PM = 0.3 mg/L, 5:00 PM = 0.3 mg/L . *What is the duration of the low-residual event?* Answer: < 4 hours. Only the one reading was less than 0.2 mg/L.

     Example 2: A water treatment plant operates continuously for 15 hours on a certain day (8:00 AM-11:00 PM). The 4-hour, 8-hour, 12-hour, and final grab sample readings were: 12:00 noon = 0.1 mg/L, 4:00 PM = Trace, 8:00 PM = 0.1 mg/L, 11:00 PM = 0.1/L. *What is the duration of the low residual event?* Answer: > 11 hours (a greater sign followed by the number of continuous hours between the first and last readings that were less than 0.2 mg/L).

   Record the total number of POE disinfectant residual reading that were required of your system based on high service pump activity for the month, under LT1-ESWTR Summary Form **Section A**, **subsection 4** (*POE disinfection residual monitoring data)* line 2

   Determine the actual number of POE disinfectant residual reading that were taken of your system during the month. Record this number under LT1-ESWTR Summary Form **Section A**, **subsection 4** (*POE disinfection residual monitoring data)* line 3.

   For the month, determine the number of POE disinfectant residual readings that were less than 0.2mg/L. Record this number under LT1-ESWTR Summary Form **Section A**, **subsection 4** (*POE disinfection residual monitoring data)* line 4.

   All systems must report the range of the POE disinfectant residual entering the distribution system.

   - Systems that continuously monitor and record the disinfectant entering the distribution system, must report (from the continuous monitoring recording equipment in mg/L) both the lowest and highest measurements leaving the plant that were recorded during the month.
   - Systems that grab sample need to report (in mg/L) both the lowest and highest measurement leaving the plant that took place during the month, based on the 4-hour grab samples required for monitoring under the Surface Water Treatment Rule.

Enter these numbers under LT1-ESWTR Summary Form **Section A**, **subsection 4** (*POE disinfection residual monitoring data)* line 5.

For the entire month, determine the average POE disinfectant residual entering the distribution system (i.e., add up the results of the column entitled "Lowest Disinfectant Residual Concentration At POE to Distribution System" and divide by the number of days in the month that your system operated). Transfer this result to LT1-ESWTR Summary Form **Section A**, **subsection 4** (*POE disinfection residual monitoring data)* line 6.

The Division of Municipal Facilities must be notified as soon as possible, but no later than the end of the next business day, whenever the point-of-entry disinfectant residual concentration falls below 0.2 mg/L. Likewise, the Division must be informed by the end of the next business day whether or not the residual was restored to 0.2 mg/L or greater within 4 hours. Systems may contact the Division only once IF the residual is restored to at least 0.2 mg/L by the end of the next business day. Failure to restore a low point-of-entry disinfectant residual concentration to at least 0.2 mg/L within 4 hours constitutes a treatment technique violation which requires public notification.

If during the month a system has problems with its POE disinfectant residual entering the distribution system, then the system must document on the LT1-ESWTR Summary Form under **Section A, subsection 4** (*POE disinfectant Residual Monitoring Data*) Summary Of Low Point-Of-Entry Residual Events table the following:

- Date(s) the event(s) happened.
- Duration of the low residual event(s) in hours.
- Time(s) and date(s) the Division was contacted.
- Date(s) and time(s) the residual was restored.

Section B *Distribution System*

1. Specify wether free of total chlorine was measured when taking the disinfectant residual concentration in the distribution system. LT1-ESWTR Summary Form **Section B,** *(Distribution System Disinfectant Residual Monitoring Data)* line 1.

2. The disinfectant residual concentration in the distribution system must be measured at the same frequency and locations as routine bacteriological samples are collected under the Total Coliform Rule. Systems that are required to collect more bacteriological samples per month than there are available lines on the form may use two forms to record the required data, attach a supplemental sheet to the form, or record two site measurements on one line as needed.

3. If chlorine is used as a disinfectant, record the concentration (in mg/L) measured at each site, and specify whether free (F) or total (T) chlorine was measured.

4. The disinfectant residual concentration within the distribution system cannot be undetectable in more than 5 percent of the measurements taken each month for any two consecutive months.

   The calculation on the back of the *Distribution System Disinfectant Residual Monitoring Data* form (at the bottom of the form) must be performed monthly. In addition, the previous month's calculation result must be recorded. The calculation is performed as follows:

   - Record the number of distribution system disinfectant residual measurements your system was required to take for the month based on sampling required by your syatem under the Total Coliform Rule. Enter the number on LT1-ESWTR Summary Form **Section B** *(Distribution System Disinfectant Residual Monitoring Data)* line 2.

- For the entire month, determine the total number of distribution system disinfectant residual measurements that were taken (this equals C). Transfer this number to LT1-ESWTR Summary Form **Section B** *(Distribution System Disinfectant Residual Monitoring Data)* line 3.

- For the entire month, determine the total number of distribution system measurements taken that showed no detectable residual (this equals D). Transfer this number LT1-ESWTR Summary Form **Section B** *(Distribution System Disinfectant Residual Monitoring Data)* line 4.

- Divide D by C and multiply the result by 100 to determine the percentage of monthly distribution system disinfectant residual measurements that showed no detectable residual. Transfer this number to LT1-ESWTR Summary Form **Section B** *(Distribution System Disinfectant Residual Monitoring Data)* line 5. Systems will have to look at last month's LT1-ESWTR Summary Form **Section B** *(Distribution System Disinfectant Residual Monitoring Data)* line 5, and transfer this result to this month's LT1-ESWTR Summary Form **Section B** *(Distribution System Disinfectant Residual Monitoring Data)* line 6.

NOTE: Heterotrophic plate count (HPC) may be substituted for distribution system disinfectant residual concentration. An HPC of less than or equal to 500 microorganisms may be considered equivalent to a detectable disinfectant residual concentration. HPC measurements must be conducted by a certified laboratory and meet strict temperature and holding time requirements.

Public Notification (Section C)

ESWTR Summary Form-Public Notification, Treatment Technique Violation(s) are determined from Section A (subsections 1-4 Treatment Plant Performance) and Section B (Distribution System) of the ESWTR Summary Form . Information required for filling out the Public Notification section is **bolded** in these sections.

If systems can answer **NO** to all corresponding questions associated with the letters in the Treatment Technique Violation section, then no further action is necessary. If a system answers **YES** to any of the questions in the Public Notification's Treatment Technique Violation section, then public notice is required to be given to your customers.

If public notification is required to be given for a treatment technique violation, then the dates that notice was given to them must be filled out, **and** copies of each public notice (if more than one is required) must accompany this report. The date that the Department was informed of the treatment technique violation(s) is also to be filled out. Remember, it is the policy of the Department that systems **must contact us by the end of the next business day**, anytime a treatment technique violation(s) occurs.

NOTE: Reporting and Record Keeping Requirements

The completed Long Term Enhanced Surface Water Treatment Rule Data Recording Forms (*LT1-ESWTR Summary Form*, *Individual Filter Turbidity Monitoring Data-Summary Form and Exceptions Report* {if needed},*Combined Filter Effluent Turbidity*, *Point-Of-Entry Disinfectant Residual Monitoring Data*, and *Distribution System Disinfectant Residual Monitoring Data*) must be returned to the Division of Municipal Facilities (address below) within 10 days after the end of each month that drinking water is provided to the public. Systems are required to retain copies of the above-listed data, as well as the Individual Filter Monitoring data that is required to be monitored every 15 minutes that each filter at the treatment plant is in operation, for at least 10 years.

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